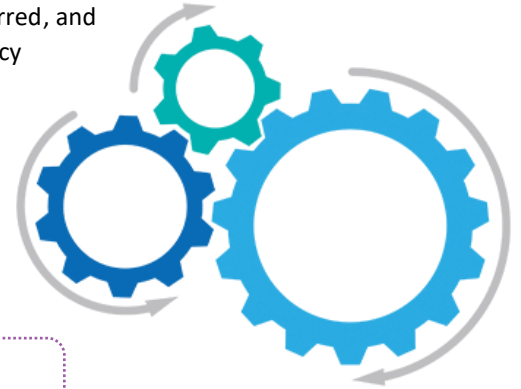


MOVING YOUR DATA

Moving your pension scheme data – to a new system, platform or provider – can be complicated.

If you're looking to decommission a legacy system, it's important all data is transferred, and nothing is left behind. Leaving data behind might mean you have to keep your legacy system running and incur all the costs of continued maintenance.

If you're moving to a new provider, you'll want to make sure you've transferred all data needed for regular operations, as well as data the new provider might need for historic rectifications.



Transfer your data in a safe, controlled and fully auditable way.

ASSESS YOUR DATA QUALITY

Review your data early and getting to know any issues – you can manage anything you find with a cleanse plan. It's usually a good idea to do this ahead of a migration so that you're not transferring 'bad' data.

ASSESS YOUR SOURCE AND DESTINATION FOR FUNCTIONAL GAPS

Make sure your data's destination can store all the key info. This'll include mapping all the data fields you currently have, with the ones that exist within your new destination, and identifying any gaps.

SET UP YOUR ENVIRONMENT

Make sure it's defined and in place to support you. It's a good idea to carry out pilot testing before any large-scale movement, to identify and fix any snags.

REVIEW YOUR BUSINESS PROCESSING

Highlight any differences from the existing and target system. It'll help to ensure operating teams understand the changes – and by understanding changes the team can adapt to the new system quicker.

SET CLEAR GUIDING PRINCIPLES AND OBJECTIVES

Ensure all your business areas are on the same page with the same goals in mind. Sometimes, with large upgrades, it's tempting to add more 'bells & whistles' so defining and controlling the scope is key.



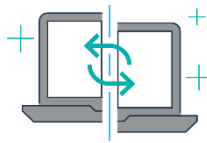
It can be daunting moving vast amounts of data, after all, it's the foundation of your scheme. For complex migrations, we recommend a pilot, that way you can test the robustness of your solution and iron out any issues before you begin moving more.

OUR APPROACH



EXPLORING THE SCOPE

We look at annual renewal dates, valuation dates and annual benefit dates – so we can ensure the migration has as little impact as possible on day-to-day operations.



MAPPING

We map your data, looking at all your existing fields and ensuring they have a 'home' in your new system.



CONTROLS

We introduce tight, repeatable controls to provide you with the assurances you need.



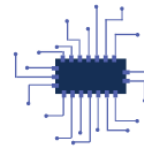
EXTRACTION

We load your data using our advanced data load tools, designed especially for migrating and analysing pension scheme and insurance data.



MIGRATION

Your data is plugged into your data's destination.



RECONCILIATION

We carry out tests on both your 'old' system and the new one to make sure all the data has been moved across correctly and nothing is left behind.

AUDIT

We make sure the full process is auditable, so you can keep clear records of the steps you took.

eArchive

It's common to hold data you don't often need for day-to-day admin, but often you need to keep historic records 'just in case'. Instead of moving these to your new system, we offer an archiving facility – so you can store and access data when you need it.



If you'd like to talk through your migration plans, we'd be happy to support you. Please get in touch with us on 020 7648 9990.